

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 2

Tuesday, January 6, 2015

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, January 6, 2014 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta, Councillor Paul Ryan, and Mayor Roy Avis

ALSO PRESENT: Mark McCaig, CAO, Lisa Slomke, Clerk, and Laurie Witherspoon, Treasurer

REGRETS: None

1. Ken Perry, Chair Called the Meeting to Order at 12:08 p.m.
2. Non-Agenda- None
3. Disclosure of pecuniary interest and the general nature thereof.: None
4. **Wendy Brunetta/ Paul Ryan:** That the minutes from the previous meeting held on December 9, 2014 be approved as amended.

CARRIED

5. Mark McCaig, CAO
 - i) Ontario Budget Presentation Items – The Committee discussed significant topics for the January 20, 2015.
6. Lisa Slomke, Clerk
 - i) Records Retention Schedule – The Committee recommended that the records retention amendment be approved and that a by-law for the purposes of updating the schedule of records be brought forward.
7. Laurie Witherspoon, Treasurer
 - i) 2015 Temporary Borrowing – The Committee recommended to approve the preparation of an authorizing By-Law for temporary borrowing in the amount of \$4,000,000.00 to meet 2015 expenditures.
 - ii) Interim Tax Levy for 2015 – The Committee recommended to approve the preparation of an authorizing Interim Tax Levy By-Law for 2015.
 - iii) Mark McCaig, CAO Purchase Card Expenses – The Committee recommended to approve the purchase card expenses for Mark McCaig, CAO. in the amount of \$35.27.

- iv) Request for Reconsideration M.O.S. – The Committee recommended receiving the Minutes of Settlement for property located on Sixth Street W (Plan 48M 357 Lot 30 Lot 30-1) in Fort Frances for the 2013 taxation year.
- v) Rainy River Future Development Corporation Per Capita Request – The Committee recommended that the \$7.00 per capita request in the amount of \$55,685 be included in the 2015 General Operational budget.
- vi) Police Services Board Request Re: 2014 OPP Annual Auction Proceeds – The Committee recommended to approve a donation of the OPP auction net proceeds in the amount of \$205.94 to the Community Police Committee as was requested by the Police Services Board.

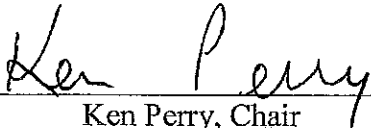
8. **Outstanding Items:**

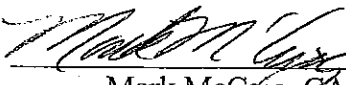
- i) Old Shambles Road – CAO/Solicitor
- ii) Couchiching Sewer and Water Agreement Signage

9. **Information:**

- i) General Operating Fund Financial Statement as at November 30, 2014
- ii) Water & Sewer Operating Fund Financial Statements as at November 30, 2014
- iii) Capital Fund Financial Statement as at November 30, 2014
- iv) Administration & Finance Stats as at November 30, 2014

9. **Next Meeting Date:** Tuesday, January 20, 2014


Ken Perry, Chair


Mark McCaig, CAO